

School Parent Involvement Plan

COLUMBIA HEIGHTS HIGH SCHOOL Title I Parent Involvement Plan 2016-2017

Columbia Heights High School is committed to the goal of providing quality education for every child in this district. To this end, we want to establish partnerships with parents and with the community. Everyone gains if school and home work together to promote high achievement by our children. Neither home nor school can do the job alone. Parents play an extremely important role as children's first teachers. Their support for their children and for the school is critical to their children's success at every step along the way.

Part I. School Parent Involvement Plan Required Components

1. Columbia Heights High School will jointly develop/revise with parents the school parent involvement plan and distribute it to parents of participating children and make available the parent involvement plan to the local community.

Activity	Date	Contact Person	Phone Number
Title One Parent meeting	8/15/16	Laura McLuen	763-528-4415
Website	September 2016	Casey Mahon	763-528-4503

2. Columbia Heights High School will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved.

Activity	Date	Contact Person	Phone Number
Title One Parent Involvement Meeting	8/15/16	Laura McLuen	763-528-4415
CHHS PAC	9/20/16, 10/15/16, 1/31/17, 4/18/17	Dan Wroblewski	612-789-1043/763-221-3257

3. Columbia Heights High School will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement.

Activity	Date	Contact Person	Phone Number
AVID Family Nights	9/21/16, 1/12/17, 2/2/17	Zena Stenvik	763-528-4438

4. Columbia Heights High School will involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under section 1112, schoolwide under section 1114 and the process of the school review and improvement under section 1116.

Activity	Date	Contact Person	Phone Number
College/Career Fair Day	4/26/17	Mollie Sprouse	763-528-4613
College Prep Night	2/9/17	Mollie Sprouse	763-528-4613
FAFSA Night	2/9/17	Mollie Sprouse	763-528-4613

5. Columbia Heights High School will provide parents of participating children –

- a. timely information about programs under this part;
- b. a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet; and
- c. if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

Activity	Date	Contact Person	Phone Number
9th grade parent orientation	9/1/16	Dan Wroblewski	763-528-4605
8 th grade parent meeting	March 2017	Dan Wroblewski	763-528-4605
ASPIRE Results Mailing	After 4/19/17	Dan Wroblewski	763-528-4605
All-calls Text and Email to families	Throughout the year	Dan Wroblewski	763-528-4605 763-528-4536
HS Newsletter District FaceBook/Website	Monthly	Dan Wroblewski, Principal's Secretary/FB-website – Laura McLuen	763-528-4605 763-528-4601
Course Fair	1/12/17	Mollie Sprouse	763-528-4613

6. If the schoolwide program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.

Part II. Required Shared Responsibilities for High Student Academic Achievement

As a component of the school-level parent involvement plan, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

- Conduct a parent/teacher conference in elementary schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child’s achievement;
- Provide frequent reports to parents on their children’s progress; and
- Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child’s class and observation of classroom activities.

Activity	Date	Contact Person	Phone Number
CHHS conferences	11/3/16, 1/12/17, 3/9/17	Dan Wrobleski	763-528-4601
Distribute report cards	results available continuously throughout school year	Dan Wrobleski	763-528-4601
Assessment results sent home and made available electronically to families	results available continuously throughout school year	Nicole Kinney	763-528-4420

Part III. Building Capacity Requirements for Involvement

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted under this part –

- Shall provide assistance to the parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the State’s academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of this part, and how to monitor a child’s progress and work with educators to improve the achievement of their children.

Activity	Date	Contact Person	Phone Number
Parent Involvement Meeting	quarterly	Laura McLuen	763-528-4536/763-528-4415

- Shall provide materials and training to help parents to work with their children to improve their children’s achievement, such as literacy training and using technology, as appropriate, to foster parental involvement.

Activity	Date	Contact Person	Phone Number
Course Fair	1/12/17	Mollie Sprouse	763-528-4613
Parent training at conferences	11/3/16, 1/12/17, 3/9/17	Dan Wrobleski	763-528-4605

c. Shall educate teachers, pupil services personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school.

Activity	Date	Contact Person	Phone Number
Teaching and Learning District In-Services	8/29/16, 8/30/16, 10/14/16, 11/11/16, 1/17/17	Zena Stenvik	763-528-4438
Building In-Services and Faculty meetings	monthly	Dan Wrobleski	763-528-4605
Technology implementation for communication with families	Ongoing	Dan Wrobleski/Laura McLuen/John Kulick/Bryan Hennekens (9 th PLI)	763-528-4605/763-528-4536

d. Shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, the Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

Activity	Date	Contact Person	Phone Number
District Parent Engagement Meetings	quarterly	Jane Riordan	763-528-4505

e. Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language parents can understand.

Activity	Date	Contact Person	Phone Number
Annual Report	September 2016	Superintendent Kelly	763-528-4516
CHHS Website District FaceBook	Occurs throughout school year	Dan Wrobleski/Laura McLuen	763-528-4605/763-528-4415

All-Calls	occurs throughout school year	Dan Wrobleski	763-528-4605/763-528-4536/763-528-4413
CHHS Newsletter	Bi-monthly	Dan Wrobleski	763-528-4605/763-528-4601
CHHS Marquee	Occurs throughout school year	Dan Wrobleski	763-528-4601

f. Shall provide such other reasonable support for parental involvement activities under this as parents may request.

Activity	Date	Contact Person	Phone Number
PAC meetings	9/20/16, 10/15/16, 1/31/17, 4/18/17	Dan Wrobleski	612-789-1043/763-221-3257

g. May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.

h. May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonably available sources of funding for such training.

i. May pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.

j. May train parents to enhance the involvement of other parents.

k. May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation.

l. May adopt and implement model approaches to improving parental involvement.

m. May establish a district parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section.

n. May develop appropriate roles for community-based organizations and businesses in parent involvement activities.

Part IV. Accessibility Requirements

In carrying out the parental involvement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language such parents can understand.

Activity	Date	Contact Person	Phone Number
Section 504/Special Education Parent Rights	ongoing	Nicole Halabi/Marcia Walker	763-528-4429/763-528-4431
All-Calls	ongoing	Dan Wrobleski	763-528-4605/763-528-4536
CHHS Newsletter	Bi-monthly	Dan Wrobleski	763-528-4605
Use of Interpreters through language line and contracted services	ongoing	Dan Wrobleski	763-528-4601

Part V. Adoption

This Columbia Heights High School Parental Involvement Plan has been developed jointly with, and agreed on with, parents of children participating in Title I program, as evidenced by meeting minutes.

The Parent Involvement Plan was developed by Columbia Heights High School on **8/15/16** and will be in effect for the period of 2016-17. The school will distribute this Parent Involvement Plan to all parents of participating Title I children and make it available to the community on or before **10/15/16**.



 Signature of Title I Authorized Representative

8/15/16

 Date

These parents were involved with the development of this document:

Stephanie Alvarez and Robert TwoBears

*This template of a District/School Parental Involvement Plan has been developed by combining two documents, the modified version of the sample provided in the U.S. Department of Education Parental Involvement Guidance and the sample of the School Parental Involvement Plan provided by Minnesota Department of Education and the Minnesota Parent Information Resource Center.